



## ENVIRONMENTAL SCIENTIST III

### **CHARACTERISTICS OF WORK:**

This is advanced technical professional work which requires a high level of analytical/research skills. The incumbent works under general guidelines with a minimum of direct supervision of specific tasks. The work involves the formulation, interpretation and evaluation of information for the development of recommendations pertaining to impacts on the environment from either a quality and/or quantity management standpoint. This involves the areas of atmospheric sciences, biological sciences, chemical sciences, engineering, environmental science, environmental technology, geography, geological sciences, hydrology, or mathematical sciences. This work involves the evaluation of recommended options as to adequacy, effectiveness and compliance with federal, and state statutory requirements. These evaluations and recommendations form a basis for technical decisions concerning possible actions/solutions. An incumbent must utilize information from multiple sources and different disciplines in considering alternatives to be presented for final decision.

### **MINIMUM QUALIFICATIONS:**

These minimum qualifications have been agreed upon by Subject Matter Experts (SMEs) in this job class and are based upon a job analysis and the essential functions. However, if a candidate believes he/she is qualified for the job although he/she does not have the minimum qualifications set forth below, he/she may request special consideration through substitution of related education and experience, demonstrating the ability to perform the essential functions of the position. Any request to substitute related education or experience for minimum qualifications must be addressed to the State Personnel Board in writing, identifying the related education and experience which demonstrates the candidate's ability to perform all essential functions of the position.

### **EXPERIENCE/EDUCATIONAL REQUIREMENTS:**

#### **Education:**

A Master's Degree from an accredited four-year college or university in a field of atmospheric sciences, biological sciences, chemical sciences, engineering, environmental science, environmental technology, geography, geological sciences, hydrology, or mathematical sciences;

**AND**

#### **Experience:**

Five (5) years of experience related to the above described duties.

**OR**

#### **Education:**

A Bachelor's Degree from an accredited four-year college or university in a field of atmospheric sciences, biological sciences, chemical sciences, engineering, environmental science, environmental technology, geography, geological sciences, hydrology, or mathematical sciences;

**AND**

**Experience:**

Six (6) years of experience related to the above described duties.

**Special Requirement:**

Must possess a valid Driver's License from Mississippi or a contiguous state, as verified by the hiring agency.

**PHYSICAL REQUIREMENTS:**

These physical requirements are not exhaustive, and additional job related physical requirements may be added to these by individual agencies on an as needed basis. Corrective devices may be used to meet physical requirements. These are typical requirements; however, reasonable accommodations may be possible.

**Heavy Work:** May frequently exert force equivalent to lifting up to approximately 50 pounds and/or occasionally exert force equivalent to lifting up to approximately 100 pounds.

**Vision:** Requires the ability to perceive the nature of objects by the eye.

**Near Acuity:** Clarity of vision at 20 inches or less.

**Midrange:** Clarity of vision at distances of more than 20 inches and less than 20 feet.

**Far Acuity:** Clarity of vision at 20 feet or more.

**Peripheral:** Ability to observe an area that can be seen up and down and to the left and right while eyes are fixed on a given point.

**Depth Perception:** Three-dimensional vision. Ability to judge distances and spatial relationships so as to see objects where and as they actually are.

**Ability to adjust focus:** Ability to adjust the eye to bring an object into sharp focus.

**Color Vision:** Ability to identify colors.

**Speaking/Hearing:** Possesses the ability to give and receive information through speaking and listening skills.

**Taste/Smell:** Possesses the ability to use the sense of smell to recognize and distinguish odors. Possesses the ability to use the sense of taste to recognize and distinguish flavors.

**Motor Coordination:** While performing the duties of this job, the incumbent is regularly required to use hands to finger, handle, or feel objects, tools, and controls; and reach with hands and arms. The incumbent is frequently required to sit; stand; and walk. The incumbent is occasionally required to climb or balance; and stoop, kneel, crouch, or bend.

**COMPETENCIES:**

The following competencies describe the knowledge, skills, abilities, and attributes that lead to a successful employee in this position. An applicant will be expected to exhibit these competencies or the ability to reach competency achievement within a specified time. These competencies are linked to the essential functions of the job. Employees in this position may be evaluated on these competencies as part of the performance appraisal system. Example behaviors are listed for illustrative purposes only. Specific behaviors may be identified and included later by the hiring agency. It is understood that some of these behaviors might not be acquired until a reasonable time after hire. Failure of an employee to successfully demonstrate some or all of these competencies, as deemed important by his or her reporting official, may result in the employee being placed on a performance improvement plan. If after a reasonable period of time, usually three (3) months, the employee fails to demonstrate successful performance, the employee may be terminated. These competencies include, but are not limited to, the following:

## **PUBLIC SECTOR COMPETENCIES:**

**Integrity and Honesty:** Demonstrates a sense of responsibility and commitment to the public trust through statements and actions.

Models and demonstrates high standards of integrity, trust, openness, and respect for others. Demonstrates integrity by honoring commitments and promises. Demonstrates integrity by maintaining necessary confidentiality.

**Work Ethic:** Is productive, diligent, conscientious, timely, and loyal.

Conscientiously abides by the rules, regulations, and procedures governing work.

**Service Orientation:** Demonstrates a commitment to quality public service through statements and actions.

Seeks to understand and meets and/or exceeds the needs and expectations of customers. Treats customers with respect, responding to requests in a professional manner, even in difficult circumstances. Provides accurate and timely service. Develops positive relationships with customers.

**Accountability:** Accepts responsibility for actions and results.

Is productive and carries fair share of the workload. Focuses on quality and expends the necessary time and effort to achieve goals. Demonstrates loyalty to the job and the agency and is a good steward of state assets. Steadfastly persists in overcoming obstacles and pushes self for results. Maintains necessary attention to detail to achieve high level performance. Deals effectively with pressure and recovers quickly from setbacks. Takes ownership of tasks, performance standards, and mistakes. Has knowledge of how to perform one's job. Knows the organization's mission and functions and how it fits into state government.

**Self Management Skills:** Effectively manages emotions and impulses and maintains a positive attitude.

Encourages and facilitates cooperation, pride, trust, and group identity; fosters commitment and team spirit; works effectively and cooperatively with others to achieve goals. Treats all people with respect, courtesy, and consideration. Communicates effectively. Remains open to new ideas and approaches. Avoids conflicts of interest. Promotes cooperation and teamwork. Adheres to high ethical standards.

**Interpersonal Skills:** Shows understanding, courtesy, tact, empathy, and concern to develop and maintain relationships.

Demonstrates cross cultural sensitivity and understanding. Identifies and seeks to solve problems and prevent or resolve conflict situations. Encourages others through positive reinforcement.

**Communication Skills:** Receives, attends to, interprets, and responds to verbal messages and expresses information to individuals or groups effectively.

Receives other cues such as body language in ways that are appropriate to listeners and situations. Takes into account the audience and nature of the information; listens to others, attends to nonverbal cues, and responds appropriately. May make oral presentations. Communicates ideas, suggestions and concerns, as well as outcomes and progress throughout the process of an activity. Provides thorough and accurate

information.

**Self-Development:** Adapts behavior or work methods in response to new information, changing conditions, or unexpected obstacles.

Seeks efficient learning techniques to acquire and apply new knowledge and skills; uses training, feedback, or other opportunities for self-learning and development. Develops and enhances skills to adapt to changing organizational needs. Remains open to change and new information and ideas.

#### **TECHNICAL COMPETENCIES:**

**Technical Proficiency:** The ability and willingness to become competent in the technical areas needed to do a specific job.

Reads, comprehends, evaluates, interprets, and implements federal, state, and local laws, policies, mandates, and regulations relating to professional and technical environmental scientist job performance. Collects, preserves, labels, tests, and/or analyzes a variety of substances to determine the impact on human health and the environment, in accordance with professionally accepted procedures. Collects, compiles, and evaluates reliable and defensible data to determine the impact on human health and the environment, in accordance with professionally accepted procedures. Prepares technical reports and supplemental documents. Formulates, interprets, and evaluates information for the development of recommendations pertaining to impacts on human health and the environment. Makes recommendations based on findings. Evaluates recommendations based on analysis of findings. Performs quality control and quality assurance activities. Understands, complies with, and implements safety rules and regulations. Ensures that equipment and instruments are properly maintained, in accordance with professionally accepted procedures. Identifies issues and develops alternatives to solve technical and other problems; selects the best solution, and effectively communicates the results; if the situation requires, makes the best decision based on incomplete and conflicting information. Effectively utilizes agency-adopted information, data, and technical software needed to perform specific duties. Effectively participates in technical training, continuing education, and professional development. Demonstrates proficiency in applicable technical areas based on the application of acquired technical knowledge.

**Problem Solving and Decision-Making:** The ability and willingness to work with people and to solve problems in order to effectively and efficiently complete assigned tasks.

Demonstrates the ability to anticipate potential—and identify existing—problems; uses problem-solving tools to navigate to a practical solution. Effectively participates in teams. Negotiates when necessary to resolve problems. Seeks to identify and resolve conflict situations, and effectively deals with difficult issues and people. Studies and evaluates problems and concerns; researches solutions; uses creative thinking, sound judgment, good decision making skills and current information to provide both oral and written solutions to problems, stakeholder inquiries and policy changes. Monitors programs and projects that impact human health and the environment. Considers the effects of decisions on stakeholders, and takes action as appropriate. Exhibits the ability to handle multiple issues and projects concurrently.

**Stakeholder Relations:** The ability and willingness to interact and communicate effectively with stakeholders.

Recognizes, respects, and is sensitive to various stakeholders' perspectives. Builds rapport with stakeholders. Represents and supports the agency positively (including mission, values, and goals). Provides proactive information to stakeholders to keep them informed of current and potential environmental situations. Demonstrates the ability to communicate complex technical ideas coherently and effectively, both in writing and orally, to technical and non-technical stakeholders. Demonstrates a functional understanding of the

various organizational units within the agency and their relationships with each other. Responds in a timely manner to complaints and emergencies. Recognizes sensitive information and keeps it confidential, consistent with the law. Coordinates activities and communicates regulations to the regulated community, the public, and governmental agencies. Provides administrative and technical assistance to program staff.

**Planning:** The ability and willingness to become competent to contribute to the implementation of the mission of the agency.

Effectively participates in the development of plans, programs, policies, procedures, and schedules to meet the goals of the agency. Works with other internal departments and external agencies on planning. Exhibits an understanding of the agency's mission, values, goals, policies, and financial capabilities. Evaluates and recommends new technologies.

**ESSENTIAL FUNCTIONS:**

**Additional essential functions may be identified and included by the hiring agency. The essential functions include, but are not limited to, the following:**

1. Collects, preserves, labels, tests, and/or analyzes a variety of substances to determine the impact on human health and the environment.
2. Participates in on-site inspections and field investigations.
3. Compiles and evaluates reliable and defensible data to determine the impact on human health and the environment.
4. Prepares and presents technical reports and supplemental documents.
5. Ensures that equipment and instruments are properly maintained.
6. Provides technical expertise regarding environmental issues to agency personnel and/or the general public.
7. Evaluates and recommends new technologies.

**EXAMPLES OF WORK:**

**Examples of work performed in this classification include, but are not limited to, the following:**

Collects, preserves, and labels air, water, soil, and other environmentally-related samples.

Performs routine physical, chemical, biological, or geological field and laboratory tests, assays, and analyses.

Performs advanced physical, chemical, biological, or geological analyses using specialized instrumentation.

Performs on-site inspections and field investigations.

Maintains records and reports on on-site inspections and field investigations.

Compiles and reviews data for written or oral technical reports.

Reviews data for permit issuance and compliance actions.

Applies and interprets analytical data.

Prepares and presents written and oral reports.

Maintains chemicals and supplies for testing.

Maintains specialized research equipment and instruments.

Provides proactive information to stakeholders to keep them informed of current and potential environmental situations.

Provides technical assistance and training to new personnel.

Provides administrative and technical assistance to program staff.

Reads and reviews scientific literature; recommends new methodology where appropriate.

Performs related or similar duties as required or assigned.

**INTERVIEW REQUIREMENTS:**

Any candidate who is called to an agency for an interview must notify the interviewing agency in writing of any reasonable accommodation needed prior to the date of the interview.